

# SUMMARY

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## **About us**

ITM Sarl was founded since 2011, the company started basically as a training and staff management provider corporate under the name of: "International Training & Motivation Sarl"

Quality of provided services to company in skills development and staff management, promoted and ensured a tremendous growth of ITM Sarl through an outstanding expansion and a highly recommendable background.

Since 2016, ITM SARL has expanded into South Africa, Rwanda, Angola and Tanzania, paving the way for the creation of the ITM group of companies.

Currently Groupe ITM SARL is investing to provide the most innovative business solutions and high standards to satisfy the market through its various representations throughout Africa.

Our service offerings include Solutions related to:

- Human Resource Solutions,
- Supply chain Solutions





Our Uniqueness

our partners

- Our capacity to grasp and address your needs in a proactive way
- The relevant quality of our work system
- Our services are quality-cost based deal

# Our Services



e are committed to a perspective

We are committed to a perspective of dynamic satisfaction for our customers and we are actively involved in a progressive enhancement for the quality of our products and services.

It is within this scope that we run on a customized solution-based approach to companies to assist our partners in solving their operational problems in a permanent, efficient and effective way.

# Human Resources Solutions

ITM SARL has a proven expertise in human resources development and offers guarantee of constant human resources growth. We ensure that required and adequate production capacity is available by aligning human resources activities with the overall goals of your company.

Ranging from a full recruitment process, in accordance with International Standard Recruitment Process (ISRP), we add value to activities and provide best skills to companies in various sectors (mining, banking, telecom, hospitality, public sector, NGO's, etc).

We strive to provide human resources with necessary tools and training to ensure a smooth flow of productivity for your company.

#### Our HR solutions package includes the following:



We provide training and overall management of the human capital of our customers to guarantee success.

#### Recruitment

ITM SARL offers specialized recruitment support with a multi-profile database. This enables us to provide our client with fitted and highly skilled job applicants for positions to be filled.

Thanks to our international database with various profiles from job seeking applicants, updated on a regular basis, we are able to handle and service our clients on any request they may come up with in recruitment matters.

Our expertise includes hiring process for permanent and temporary staff.

Our recruitment process includes:

- Needs' analysis
- Profile sorting within the database or recruitment Ads;
- Preselecting CV's
- Eligibility assessment;
- Assessment via psycho-technical tests (required);
- Interviewing potential applicants;
- Reference checking of preselected applicants;
- Meeting of preselected applicants with the client
- Formalizing employment;
- A warranty period of 60 days after hiring, along which ITM SARL may replace the newly hired and placed applicant in case of non-satisfaction by the client

The above process allows us to offer specialized skills from the database of our expatriates and local candidates.

Working with the best recruitment supplier is the key to the success of your firm. We are committed to service and solution your needs at any time.





ITM SARL offers a wide variety of training programs and professional practices that will develop and improve the skills of your staff.

As an expert in professional training, we offer innovative capacity building and development solutions, covering several fields and sectors adapted to your needs.

Our courses are delivered in face-to-face environments, ensuring that training objectives are met. In accordance with its mandate to strengthen the capacities of workers in Africa and around the world, ITM SARL has expanded its training department to better serve its customers.

With subject matter experts, our training goes beyond theory, giving you valuable insights into the real world. Therefore, you can trust us to provide consistent, high quality training and development across all levels of your organization.

The training is available in French, English and Portuguese for Angola.

Classes take place in our modernized training rooms or can be done on customer premises.

#### **Staff Outsourcing**



One of the peak advantages of engaging with ITM SARL in staff management partnership is our multi sectorial and profile database, ITM SARL is able to provide partners with qualified and experienced staff as per the needed area.

This is one of the most valuable assets that help our partners to optimize productivity and time. Furthermore, ITM SARL oversees administrative issues of outsourced staff. ITM covers any social miscellaneous such as medical, family, transport allowances and others.

#### Outsourced staff are entitled to the following advantages:

- Free Training (Motivation, communication, customer support, team building and department induction)
- Advanced training modules offered to our clients: language training, sales and communication techniques, performance monitoring of staff.
- Free Supervision: administrative and operational support required to maintain motivation and commitment of our staff on client's sites.
- Thanks to feedback regularly carried out between supervisors and staff, we can collect information to provide our employees with necessary support to their career. Prevent and predict improper behaviors, follow up on disciplinary actions and advise the client likewise.

# Fire Fighting Support and Maintenance



Supplying and maintaining firefighting equipment.

### **Loading and testing Support**

Inspecting, supplying, repairing and testing loads on any type of lifting equipment.



#### Cleaning Support

The corporate world works at a higher level, so should your cleaning services.

The expectations you should have from your corporate cleaning supplier should be just as high.

As a corporate cleaning service provider, our department realizes that we have to provide higher standards at all levels, which we do. The goal is to make sure that your establishment is great, that you are professional, that your merchandise is presented at its best and that your customers have an encouraging shopping experience through cleanliness.

We guarantee high quality support and promote your brand at first and foremost.



#### **Supply Chain Solutions**

This is one of our support services as well; we handle supply chain issues from beginning to end of our partner's projects. In association with the Logistics department of our office in South Africa, we can specify, supply and deliver items such as firefighting equipment, Personal Protective Equipment (PPE) and other consumables. We have crossing borders vehicles fleet to ensure fast delivery services.





Team Building may be thought of as merely a recreative activity or a weekend for fun. Though it also covers this purpose, Team Building is essentially a solution to companies. Time to bring everyone together and align employees and stakeholders on the strategic pillars of your firm; leading them to understand the mission, vision, values and goals of the company. ITM SARL is a pioneer of Team Building Service in Congo DRC. In this area, our goal is: « Sustaining teams' development and unity throughout a diversity of fun activities ».



D.R CONGO - SOUTH AFRICA - ANGOLA - RWANDA - TANZANIA - NIGERIA - GERMANY









